



BID No. RTQ-00184

Window Treatments, Window Filming and Related Items (Pre-Qualification)

I. Purchasing Instructions:

A. Award Description

This contract is for the purchase of window treatments, window filming and related items.

B. Quotation Directives

1. Prequalified vendors will be invited to participate in spot market purchases as required by the County for specific items or service. When spot market purchases are initiated, pre-qualified vendors shall be invited to offer a fixed price for a specific individual purchase/work order, or a specific purchasing period.
2. ALL quotations issued under this pre-qualification contract must utilize the current and active "terms and conditions" in place that includes the latest legislative changes. Please refer the Procurement Management link (<http://www.miamidade.gov/procurement/itb-terms-conditions.asp>) to retrieve that latest version of the current T&Cs.
3. All quotations issued must be provided to the Small Business Development Division (SBD) of the Internal Services Department for placement on the Cone of Silence Report upon advertisement. Once an award recommendation is made, SBD must be notified in order to remove the competition from the report.

C. Quotation Procedures

1. The pre-qualified bidders will be solicited for price and availability quotes as needed Each quotation will specify the items to be purchased, if equal products are acceptable it will state so, the date, time and location for delivery of items to be purchased, the due date, time for quotation submittal and any other special instructions. Facsimile are acceptable unless the request for quotation requires the submittal of sealed quotations.
2. All bidders shall quote prices based on F.O.B. Destination and shall hold title to the goods until such time as they are delivered to, and accepted by, an authorized County representative at various County Departments.

II. Awarded Vendors

Vendor	Prequalified for Group A Window Treatments	Prequalified for Group B Window Filming
Commercial Interior Contractors, Corporation	√	
Cube Care Company	√	
Mid Atlantic Service and Supply Company/DBA/Commercial Window Shield		√
National Glazing Solutions, LLC		√
Solar Tint, Inc.		√
Signal Technology Enterprises, Inc.		√
Total Window, Inc.	√	



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a. Awarded vendors contact information

FIN No.	Vendor Name	Vendor Address	Vendor Contact Information
592507326 01	Commercial Interior Contractors Corp.	1799 NW 22 nd Street Miami, FL	Contact: Eloise Gonzalez Phone: 305-636-3700 E-mail: yusley.sosa@cic-corp.com
650962207 01	Cube Care Co.	6043 NW 167 th Street, Suite A-23 Miami Lakes, FL	Contact: Susana Robledo Phone: 305-556-8700 E-mail: employees@cubcare.com
521384181 01	Mid-Atlantic Service & Supply Corp/DBA/Commercial Window Shield	97 Old Greer Town Road Taylors, SC	Contact: Adam Staley Phone: adam@commercialwindoeshield.com E-mail:
270651914 01	National Glazing Solutions, LLC	981 Joseph E Lowery Blvd NW Atlanta, GA	Contact: Brian MetCalf Phone: 205-641-3524 E-mail: brian@nationalglazingsolutions.com
650302495 01	Solar Tint, Inc.	5887 SW 70 th Street South Miami, FL	Contact: Robert Flores Phone: 305-663-4663 E-mail: solartint@bellsouth.net
271831193 02	Signal Technology Enterprises, Inc.	420 West 27 th Street Hialeah, FL	Contact: Albert Espinosa Phone: 305-986-1373 E-mail: albert@signaltechnology.net
592638058 01	Total Window, Inc.	1855 Griffin Road, Suite C466 Dania Beach, FL	Contact: Jesse Stalow Phone: 954-921-0109 E-mail: jesse@totalwindow.com

b. Certified vendors by the Department of Business Development as SBE.

FIN No.	Vendor Name	Vendor Address	Vendor Contact Information
592507326 01	Commercial Interior Contractors Corp.	1799 NW 22 nd Street Miami, FL	Contact: Eloise Gonzalez Phone: 305-636-3700 E-mail: yusley.sosa@cic-corp.com
650962207 01	Cube Care Co.	6043 NW 167 th Street, Suite A-23 Miami Lakes, FL	Contact: Susana Robledo Phone: 305-556-8700 E-mail: employees@cubcare.com

III. Quotation Award Checklist:

The following is provided as a reminder of some important items that each department should check/ complete/ document prior to making an award.

- Check that vendor meets minimum requirements such as certifications or license requirements.
- If the contract has a Small Business preference, goal or is a set-aside, check that the recommended vendor is on the Small Business Division certification list.
(See www.miamidade.gov/business/reports-certification-list.asp)
- If the contract includes preferences (Local, Locally-Headquartered, Veteran's, and Small Business, as applicable), check that they were applied correctly. Obtain a signed Collusion Affidavit from the recommended vendor.
- In your notice to all participants of the quote results, copy the Clerk of the Board (clerkbcc@miamidade.gov) and include language advising the vendors that the Cone of Silence is lifted. [Sample language: *In accordance with the reference solicitation, and Section 2-8.4 of the Code of Miami-Dade County, you are hereby notified that the (Dept. name) recommends award of this quote to: (Company name). Provision of this notice also serves to confirm the lifting of the Cone of Silence from this procurement action as dictated by Section 2-11.1(t) of the County Code.*]



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- **Allow a three (3) business day protest period**, beginning the day after the award recommendation is posted with the Clerk, prior to completing award if applicable with your award value (over \$25K).
- **Indemnification and Insurance:** Additional or revised insurance requirements may be necessary when performing work in certain County facilities that limit or restrict access. Any change or addition in insurance requirements must be detailed in the RFQ.

IV. Event Log:

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Date	Description	Officer
10/02/2015	Solar Tint, Inc. and Signal Technology Enterprises, Inc. have not meet the insurance requirements and will be added to the contract once their insurances have been approved.	